



## **Agenda**

### **Greenville Historic Preservation Commission**

**October 25, 2022**

**6:00 PM**

**City Hall Council Chambers 200 West 5th Street**

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Assistive listening devices are available upon request for meetings held in the Council Chambers. If an interpreter is needed for deaf or hearing impaired citizens, please call 252-329-4422 (voice) or 252-329-4060 (TDD) no later than two business days prior to the meeting.

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**I. Call to Order**

**II. Roll Call**

**III. Approval of Agenda**

**IV. Approval of Minutes**

1. September 27, 2022

**V. Old Business**

**VI. New Business**

1. Minor Work COA 2022-26 410 Student Street
2. Minor Work COA 2022-27 703 E. 5th Street
3. Minor Work COA 2022-28/29 1105 Johnston Street
4. Minor Work COA 2022-30 405 S. Harding Street
5. Budget Presentation - Financial Services

6. Staff Update - Resolutions

**VII. Public Comment Period**

1. Public Comments

**VIII. Committee Reports**

1. Design Review Committee  
Publicity Committee  
Selection Committee

**IX. Approved COA/MWCOA Staff Update**

1. Approved COA/COAMW Update

**X. Announcements**

**XI. Adjournment**



City of Greenville,  
North Carolina

Meeting Date: 10/25/2022

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**Title of Item:** September 27, 2022

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ATTACHMENTS

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**DRAFT MINUTES OF THE GREENVILLE HISTORIC PRESERVATION COMMISSION**

September 27, 2022

**The Greenville Historic Preservation Commission met on the above date at 6:00 pm in the City Council Chambers.**

Andrew Morehead - Chairperson - \*

Candace Pearce – Vice chair - *	Kerry Carlin - X
Myron Caspar – *	Israel Mueller -*
Scott Wells - *	Jeremy Jordan - *
Justin Edwards - *	Robert Wright - X
Louis Warren - *	

The members present are denoted by an “\*” and the members absent are denoted by an “X”.

**PLANNING STAFF:** Tom Barnett, Director of Planning and Development Services; Tony Parker, Planner I; Blake Privette, Planning Intern

**OTHERS PRESENT:** Dene’ Alexander, Assistant City Attorney; Monica Daniels, City Council Member

**AGENDA:**

**Motion made by Mr. Jordan, seconded by Ms. Wells, to make an addition to the agenda. Motion passed unanimously.**

**Chairman stated that a resolution would be added to the agenda under the Committee Reports section and did not need a vote to be added.**

**MINUTES:**

**Motion made by Ms. Pearce, seconded by Mr. Jordan, to accept the August 23, 2022 minutes as written. Motion passed unanimously.**

**As a reminder, as members of the Commission conversations among yourselves during the discussion periods of this meeting and your committee meetings are NOT ex parte communications.**

**New Business:**

**Major Work COAs**

- 1. 2022-0023: 400 S. Summit Street
- Applicant: Michael Moore (Designco)
- Project: Remove and replace landscaping along the front of the house

**Motion made by Ms. Pearce, seconded by Mr. Jordan to adopt the Findings of Facts as presented by City Staff. Motion passed unanimously.**

**Motion made by Mr. Edwards, seconded by Ms. Pearce to approve the Certificate of Appropriateness application. Motion passed unanimously.**

- 2. 2022-0024: 1205 E. 5<sup>th</sup> Street  
Applicant: Jeff Daniels and Tim McCarthy  
Project: The request is to increase rear yard parking and to repair the fence

**Motion made by Mr. Caspar, seconded by Mr. Mueller to continue the case to another meeting. Motion did not pass.**

**Motion made by Mr. Jordan, seconded by Ms. Pearce to adopt the Findings of Facts as presented by City Staff. Motion pass unanimously.**

**Motion made by Mr. Jordan, seconded by Mr. Caspar to approve the Certificate of Appropriateness application with conditions. Motion passed unanimously.**

**Minor Work COAs**

- 3. 2022-0022: 407 S. Harding Street  
Applicant: Jim Walker  
Project: Refoof with like shingles (front only)
- 4. 2022-0025: 530 Evans Street (Sheppard Library)  
Applicant: Greg Needham (Library Director)  
Project: Remove hazardous tree and replace with like species (tree root system has created safety issues with the sidewalk, curbing, and parking lot)
- 5. Consideration of four (4) Survey and Research Reports to be forwarded to the State Historic Preservation Office (SHPO) for review. These include the Minges Fire Tower, the JR Moye House, Brownhill Cemetery, and Cherry Hill Cemetery.

**Motion made by Ms. Pearce, seconded by Mr. Edwards to adopt the four Survey and Research Reports and forward them to the State Historic Preservation Office. Motion passed unanimously.**

**Code Enforcement Report:**

Tony Parker presented the code enforcement cases for August 16, 2022 through September 19, 2022 in the College View Historic District to the Commission.

**Public Comment Period:**

Refer to page 3 of agenda for public comment guidelines. No Public Comments.

**Committee Reports:**

1. Design Review Committee – Met on September 8, 2022  
Recommended approval – COA 2022-0023 & COA 2022-0024
2. Publicity Committee – Met on September 15, 2022
3. Selection Committee – Met on September 15, 2022

**Resolution 1**

Historic Preservation Commission of the City of Greenville requesting the City Council to create a local landmark of the James L. Fleming House.

**Motion made by Mr. Mueller, seconded by Mr. Caspar to adopt said resolution. Motion passed unanimously.**

**Approved COA/MWCOA Staff Update**

2022-0022 – 407 S. Harding Street  
Completed – Replace roof with like shingles and color

**Announcements/Other**

No announcements

**Motion made by Mr. Edwards, seconded by Ms. Wells, to adjourn. Motion passed unanimously.**

Meeting adjourned at 7:40 p.m.

**Respectfully submitted,**

**Tony Parker**

**Planner I**



City of Greenville,  
North Carolina

Meeting Date: 10/25/2022

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**Title of Item:** Minor Work COA 2022-26 410 Student Street

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ATTACHMENTS

 [COA 410 Student St.pdf](#)



**COA Minor Work 2022-26**

**410 Summit Street**

**Repair staircase in the back of the house**



City of Greenville,  
North Carolina

Meeting Date: 10/25/2022

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**Title of Item:** Minor Work COA 2022-27 703 E. 5th Street

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ATTACHMENTS

 [COA 703 E 5th.pdf](#)



**COA Minor Work 2022-26**

**703 E. 5<sup>th</sup> Street**

**Repair roof over front porch with like materials**



City of Greenville,  
North Carolina

Meeting Date: 10/25/2022

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**Title of Item:** Minor Work COA 2022-28/29 1105 Johnston Street

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ATTACHMENTS

 [COA 1105 Johnston St.pdf](#)



**COA Minor Work 2022-28/29**

**1105 Johnston Street**

**Remove stump, repaint trim with same color**



City of Greenville,  
North Carolina

Meeting Date: 10/25/2022

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**Title of Item:** Minor Work COA 2022-30 405 S. Harding Street

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ATTACHMENTS

 [COA 405 Harding.pdf](#)



**COA Minor Work 2022-30**

**405 S. Harding Street**

**Replace/repair flat roof, repair trim and windows with like materials, repaint trim with like color**



City of Greenville,  
North Carolina

Meeting Date: 10/25/2022

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**Title of Item:** Budget Presentation - Financial Services

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City of Greenville,  
North Carolina

Meeting Date: 10/25/2022

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**Title of Item:** Staff Update - Resolutions

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City of Greenville,  
North Carolina

Meeting Date: 10/25/2022

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**Title of Item:** Public Comments

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ATTACHMENTS

 [PUBLIC\\_COMMENT\\_RULES\\_AND\\_PROCEDURES.cleaned.pdf](#)

## **PUBLIC COMMENT RULES AND PROCEDURES**

1. An individual wishing to address the Commission during the Public Comment Period shall register electronically in the above mentioned fashion prior to the opening of the meeting.
2. The Public Comment Period shall not exceed a total of thirty minutes, unless the Commission, by majority vote, extends this limit.
3. Each individual will be allowed no more than three minutes for comments, unless the Commission, by a majority vote, extends this time.
4. Any item which is the subject of a public hearing conducted at the same meeting shall not be discussed during the Public Comment Period.
5. If the thirty minutes allocated to the Public Comment Period has not expired after the individuals who have registered have spoken, individuals who have failed to register before the meeting may speak during this comment period and will speak following those who have registered in advance. If time remains the Chair will ask if any other individuals desire to address the Commission during this comment period. An individual wishing to speak shall raise his or her hand to ask to be recognized by the Chair. After being recognized by the Chair, the individual shall state his or her name, address and the topic to be addressed. If permitted to speak, the individual shall limit his or her comments to the same three minutes limit.
6. The Chair shall act as official timekeeper. When an individual has thirty seconds left in their time to speak, the Chair will state "Thirty Seconds." The individual will need to bring their comments to a close. When time expires, the Chair will announce "Time Up." At that point, the individual must stop talking and return to their seat or leave the meeting room. No additional comments will be permitted or accepted once time has expired.
7. No action will be taken on matters raised during the Public Comment Period. If matters discussed require action by the Commission, the Chair will request staff to review and provide a recommendation at the next meeting.



City of Greenville,  
North Carolina

Meeting Date: 10/25/2022

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**Title of Item:** Design Review Committee  
Publicity Committee  
Selection Committee

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City of Greenville,  
North Carolina

Meeting Date: 10/25/2022

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**Title of Item:**           Approved COA/COAMW Update

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ATTACHMENTS

- 📄 [COA UPDATE OCT 25 2022.pdf](#)
- 📄 [COA 601 E 5th St.pdf](#)
- 📄 [COA 901 E 5th St.pdf](#)
- 📄 [COA 703 E 5th.pdf](#)
- 📄 [COA 1105 Johnston St.pdf](#)

2021-21	605 E. 5th St	Minor	Incomplete - Repair and repaint wood rot with like materials and colors (siding and trim around sidelight windows)
2021-34	605 E. 5th St.	Minor	Incomplete - Repair window sashes
2021-39	601 E. 5th St.	Major	Complete - Add handrails to the front porch
2022-03	601 E. 5th St.	Minor	Complete - Restore small areas of peeling paint with like color
2022-04	605 E. 5th St.	Minor	Incomplete - Restore paint on exterior soffit and shutters with like color
2022-09	901 E. 5th St.	Major	Complete - Landscaping, repair garden wall, move sign
2022-10	605 E. 5th St.	Major	Incomplete - Remove, repair, and replace front porch, ADA upgrades, landscaping upgrades
2022-11	530 Evans St.	Minor	Incomplete - Remove dying and damaged tree, replace with like species
2022-13	1201 E. Fifth St.	Minor	Incomplete - Restore, repaint, repair wood rot, repair slate tiles, repair integrated gutters
2022-14	803 E. Fifth St.	Minor	Incomplete - Main House - restore, repaint, repair wood rot, repair slate tiles, repair integrated gutter
2022-18	300 W 14th Street	Minor	Incomplete - Repair and replace handrail on access ramp with like material
2022-19	300 W 14th Street	Minor	Incomplete - Repair and repaint woodrot with like materials and colors (facia boards)
2022-20	300 W 14th Street	Minor	Incomplete - Repair and repaint woodrot with like materials and colors (siding)
2022-23	400 S Summit Street	Major	Incomplete - Remove and Replace landscaping
2022-24	1205 E 5TH Street	Major	Incomplete - Enlarge Parking / Repair fence
2022-25	530 Evans Street	Minor	Incomplete - Remove hazardous tree and replace with like species
2022-26	410 Student Street	Minor	Incomplete - Repair wooden staircase back of house
2022-27	703 E 5th Street	Minor	Complete - Repair roof over front porch with like materials
2022-28	1105 Johnston Street	Minor	Complete - Remove stump
2022-29	1105 Johnston Street	Minor	Incomplete - Repaint exterior trim with same color
2022-30	405 S Harding Street	Minor	Incomplete - Replace/repair flat roof, repair trim and windows with like materials, repaint trim with like color

## Approved COA/MWCOA Staff Update

October 25, 2022



**601 E. 5<sup>th</sup> Street**

**2021-39 (Major Work) – Add handrails – complete**

**2022-03 (Minor Work) – Restore areas of peeling paint -  
complete**



**901 E. 5<sup>th</sup> Street**

**2022-09 (Major Work) – Landscaping, repair garden wall,  
move sign**



**COA Minor Work 2022-26**

**703 E. 5<sup>th</sup> Street**

**Repair roof over front porch with like materials**



**COA Minor Work 2022-28/29**

**1105 Johnston Street**

**Remove stump, repaint trim with same color**